



DEPARTMENT OF EDUCATION

Dr. Jennifer McCormick
Superintendent of Public Instruction

Working Together for Student Success

January 4, 2019

Steve Edwards
Muncie Community School #1970
2501 N Oakwood Ave
Muncie, IN 47304-2399

**Southside Middle School
Amendment # 1
2018-2019 School Year**

Your 1003(g) School Improvement Grant (SIG) amendment for SY 2018-2019 for **Southside Middle School** has been approved. These funds are authorized for use as of **October 20, 2018**. The amount listed below verifies the school improvement funds approved.

Your corporation is responsible for conducting the 1003(g) SIG program in the manner and for the purpose described in the application and in accordance with federal law. Please include this documentation as an appendix into your original 1003(g) SIG application as evidence of the approved amendment. If you have questions concerning the approval, please contact Dwayne Marshall at dmarshall2@doe.in.gov.

SY 2018-2019 1003(g) School Improvement Grant Availability: \$	\$277,150.00
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Sincerely,

Nathan Williamson
Director of Title Grants and Support
Indiana Department of Education
115 W. Washington St.
South Tower, Suite 600
Indianapolis, IN 46204

1003g SIG Amendment Narrative #1 SY 2018-19 REVISED

Instructions: Upon receipt of your request, staff will process and either approve or disapprove your request in writing. Generally, amendment requests will be processed and mailed within fifteen (15) business days of receipt of the request. **IDOE will not approve any budget or programmatic revisions that are inconsistent with the purpose or terms and conditions of the 1003g federal grant.**

School Name:	Southside Middle School
Person(s) requesting Amendment:	Craig Standish, Principal
Phone number and email:	765-747-5320, Craig.Standish@muncieschools.org

Goal/Federal Requirement/Key Finding	Original Application	Revision	Justification
<i>Example: Increased learning time</i>	<i>The school budgeted \$50,000 for the before and after school program mandatory for all students.</i>	<i>The school did not budget enough funds for the before and after school program for all students to attend. The school needs to add \$50,000 to fulfill all staff salaries.</i>	<i>In order for all students to attend the before and after school program for the 200 student days, the school will need to move funds from technology and supplies over to instruction to fulfill all staff salaries.</i>
Student increased learning time, Transformation – Financial Incentives and Leadership Opportunities	Math Instructional Coaching position was not hired for the 2018-19 school year. The ELA instructional coach position was filled with a person that salary will be less than what was budgeted in the renewal grant.	Student Assistance Coordinator (stipend of \$10,000 + \$2000 benefits) Behavioral Data Coach (\$22/29.5 hours per week \$24,050 + \$4,810 benefits), Stipends for Saturday school (\$5100) for 2 teachers (\$25/hour for up to 4.5 hours per Saturday) for 25 Saturdays for Saturday school. Custodian for Saturday School (\$4320) which is their contracted rate of \$172.80/hour for the 5 hours needed to clean after each Saturday school. Home visit mileage for Student Assistance Coordinator and Behavioral Data Coach (\$500), Postage for letters mailed to parents about Saturday school and extended learning (\$900)	The position was posted online since the spring. Two principals interviewed for the position, but no one interviewed met the qualifications for the position. Due to the transition with principals, improving behavior is a high need area in the school. School data in the data dashboard displays high number of referrals and ISS. The culture and climate of the school must be set before digging deeper into instruction. One position and a stipend position will be hired to help decrease behavior issues in the school and to maintain a safe school environment for students and staff. Saturday School will consist of both academic support and Character Education.
Transformation – Financial Incentives and Leadership Opportunities	Math Instructional Coaching position was not hired for the 2018-19 school year. The ELA instructional coach position was filled with a person that salary will be less than what was budgeted in the renewal grant.	A substitute will be hired when the ELA Coach will be on Maternity leave this winter. (\$15,934.95 for 60 days)	The ELA Instructional Coach will be going on maternity leave in the winter. The substitute will assume all duties and responsibilities of coaching and data while the ELA coach is on leave to ensure stability with feedback to teachers.

Transformation – Financial Incentives and Leadership Opportunities	Math Instructional Coaching position was not hired for the 2018-19 school year. The ELA instructional coach position was filled with a person that salary will be less than what was budgeted in the renewal grant.	A stipend will be given to a teacher to oversee the SIG program to provide leadership opportunities. \$40/hour for 185 hours). \$7400	Due to the transition with leadership, a position is needed to oversee the SIG programmatic and fiscal responsibilities of the SIG at SMS.
Student increased learning time, Transformation – Financial Incentives and Leadership Opportunities and to Increase Learning Time for Students	K12 boost \$12,500 website; In amendment 1, funds were requested for equipment to ensure safety at SMS. The funds were not approved by the IDOE. The funds originally were approved for K12boost website for \$12,500.	A stipend of \$25/hour for 2 hours per day for 5 days a week for teachers to stay afterschool and help students with homework. (\$12,225). Due to the high participation in after school tutoring from students, the \$12,225 will be moved into the after school tutoring funding to pay for stipends for Cert. and Noncert staff outside of contract hours. A teacher leader will oversee the afterschool program to ensure documentation is kept for participation and growth of the program.	After school snacks and transportation are provided for students. Students need teachers available during this 2 hours to help them with homework. The k12boost website is paid through another funding source. This will keep the ratio of teachers to students low, more staff are needed in the after school tutoring program. Some days more than 50 students have stayed after for homework help. A total of 6 staff members and one lead teacher will be working the after school tutoring program each night. The lead teacher will receive \$40/hour and staff will receive \$25/hour outside of contract time.

Part 11: 1003g SIG Budget SY 2018-2019 Amendment #1 REVISED
Complete the budget below:

SY 2018-2019		110	120	211-290	211-290	311-319	440	510-593	611-689	710-748	910	
Account Number	Expenditure Account	Salary		Benefits		Professional Services	Rentals	Other Purchase	General Supplies	Property	Transfer	Line Totals
		Cert	Noncert	Cert	Non Cert							
11000	Instruction	\$ 43,539.40		\$ 7,696.60								\$ 51,236.00
21000	Support Services - Student		\$ 34,050.00		\$ 6,810.00					\$ -		\$ 40,860.00
22100	Improvement of Instruction (Professional Development)	\$ 86,100.60		\$ 20,083.40		\$ 55,750.00						\$ 161,934.00
22900	Other Support Services	\$ 7,400.00										\$ 7,400.00
25191	Refund of Revenue											\$ -
26000	Operation & Maintenance					\$ 4,320.00						\$ 4,320.00
27000	Transportation							\$ 10,500.00				\$ 10,500.00
33000	Community Service Operations							\$ 900.00				\$ 900.00
60100	Transfers (interfund)											\$ -
	Column Totals	\$ 137,040.00	\$ 34,050.00	\$ 27,780.00	\$ 6,810.00	\$ 60,070.00	\$ -	\$ 11,400.00	\$ -	\$ -	\$ -	
											Total Budget	\$ 277,150.00

Indirect Cost:
Subtract the amount above \$25,000 (per individual contracted service) from your total budget:

Total after deducting Property:

Total Available for Indirect Costs:

Amount of Indirect Cost to be used:

Grand Total After Indirect Cost: \$ 277,150.00
Budget Narrative

DIRECTIONS: Provide a narrative below on how funding is allocated. E.g. Other Purchase Services: \$1,500-- PD for mentor teachers to attend New Tech training; \$4,000 --

Supplies
Property: Equipment/ Technology
Professional Services
Other Purchase Services (travel, communication)

\$43,750 for EES consulting days, \$6,000 for principal mentor, \$6,000 for external evaluator, \$4320 for custodians for Saturday School

\$10,000 travel for extended learning (before school and summer) for all students, \$500 mileage for home visits, \$900 postage for parent letters

SIG Staffing
Instructions: Complete the SIG Staffing information below

Staff Name	Staff Position	Cert/ Non-Certified.	FTE:	Stipend: Y/N	Split Funded: Y/N	Additional Funding Source	Position Description
Anna Spencer/improvement of instruction	Data Facilitator	Cert.	0	Y	N		Yearly stipend to lead data meetings with staff after school \$10,000 outside of contractual hours and will be tracked.
Available to All Certified Teachers	Extended Learning-before school and summer	Cert.	0	Y	N		Provide after school and summer enrichment and remediation for all students

Available to All Certified Teachers	Action Research Stipends	Cert.	0	Y	N		Create action research projects focused on best practices and student achievement results outside of contractual hours and will be tracked.
Available to all Certified Teachers	Stipends and subs for professional development	Cert.	0	Y	N		Teachers will receive school professional development from EES
JD Craft/student support services	Student Assistance Coordinator Stipend	Non-Cert.	0	y	N		(stipend of \$10,000 + \$2000 benefits) All duties will be outside of contract hours and in addition to duties performed during the day and tracked. Supervise afterschool tutoring, present predetermined data related to tardies, truancy, and attendance to teachers in a PLC (before school) environment to allow for teachers to analyze possible solutions to problem areas. Plan for PBIS initiatives such as but are not limited to reward lunches, SWAGGER Coin lunch time supervision, Check n' Connect with students, etc. Work with the SWAGGER teacher before/after school to help plan life skills period to improve behavior. Make home visits on students who have an attendance, tardy, or truancy issue Manage the SWAGGER Program which is for academic and behaviorally challenged
Taryn McKnight/improvement of instuction	ELA Coach	Cert.	1	N	N		A literacy coach will be hired to support teachers through in-class modeling, providing non-evaluative feedback to teachers, collect instructional data and resources for teachers, and lead PD
Tamra Cargile/improvement of instruction	STEM Facilitator	Cert.	0	Y	N		\$5000 stipend to work with teachers and students on STEM outside of contractual hours and will be tracked.
Taryn McKnight/improvement of instuction	Action Research Coordinator	Cert.	0	Y	N		\$1000 stipend for the Action Research Coordinator who will oversee the action research program outside of contractual hours and will be tracked.
Mike Landis/instruction	Robotics Coach	Cert.	0	Y	N		\$1733 stipend for the Robotics Coach to lead the Robotics Club at Southside outside of contractual hours and will be tracked.

TBD/student support services	Behavioral Data Coach	Non-Cert.	1	N	N		<p>\$22/29.5 hours per week: Prepare student materials for Saturday School (student progress reports, missing work, materials needed to have on hand for Saturday School, notice of reminder to students and parents, attendance, implementing school board policy for missing)</p> <p>Assisting SWIS data entry</p> <p>Compile behavioral data based on students, teachers, behavior, location, time, and motivation. Data will be shared with admin team</p> <p>Present predetermined behavior data to teachers in a PLC environment to allow for teachers to analyze possible solutions to problem areas</p> <p>Assist with PBIS initiatives such as but are not limited to reward lunches, SWAGGER Coin lunch time supervision, Check n' Connect with students, etc.</p> <p>Work with the SWAGGER class during life skills period to improve behavior</p> <p>Assist with building safety through the use of</p>
Available to All Certified Teachers (will sign up to attend)/instruction	Saturday School	Cert. and non-cert.	0	Y	N		<p>2 teachers (\$25/hour for up to 4.5 hours per Saturday) for 25 Saturdays for a total of \$5100. Saturday school will last 4 hours and teachers will report 15 minutes prior and 15 after for a total of 4.5 hours each Saturday. All certified teachers at SMS will have the opportunity to sign up to teach Saturday school. Outside of contractual hours and will</p>
TBD (district company contract FCC)	Custodian for Sat. School	non-Cert.	0	Y	N		<p>Custodian for cleanup after each Saturday school (\$4320) which is their contracted rate of \$172.80/hour for the 5 hours needed to clean after each Saturday school.</p>
TBD	Substitute for ELA Coach	Cert.	0	Y	N		<p>The ELA Instructional Coach will be going on maternity leave in the winter. The substitute will assume all duties and responsibilities of coaching and data while the ELA coach is on leave to ensure stability with feedback to teachers for 60 days</p>
Judy Lawrence/other support services	Oversee SIG program	Cert.	0	Y	N		<p>All duties will be outside the contractual hours and tracked. A stipend will be given to a teacher to oversee the SIG program to provide leadership opportunities. \$40/hour for 185 hours). \$7400 (no benefits just stipend)</p>

Available to All Certified Teachers	After school homework help	Cert.	0	Y	N		A stipend of \$25/hour for 2 hours per day for 5 days a week for teachers to stay afterschool and help students with homework. (\$12,500) outside of contractual hours and will be tracked.
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